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Executive Registry

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United States Senate

COMMITTEE ON
INTERIOR AND INSULAR AFFAIRS
WASHINGTON, D.C. 20510

JERRY T. VERKLER, STAFF DIRECTOR

January 28, 1976

General Vernon Walters
Deputy Director
Central Intelligence Agency
Washington, D.C. 20505

Dear General:

We are delighted you have consented to join us for the third annual Senator's Conference with Youth in Oklahoma City on Friday, February 13, 1976.

I thought you would want a few more specific details regarding the program and your presentation. The group will be composed of approximately 200 students, the majority being high school seniors. We would like for you to keynote our luncheon which will begin at 12:30 pm and end at 2:00 pm. We would then like to request that you participate from 2:00 until 5:15 in three 1-hour smaller groups in question and answer exchange sessions with the students.

From past conferences, we have found that students are very interested in printed materials. These often help them to better understand the presented subject and help them in formulating their questions to you. If you find that handouts will be appropriate with your discussion, we would appreciate you mailing them to my Oklahoma City office in advance so they may be added to the packet each student will receive. The mailing address is: 215 N.W. Third Street, Suite 812, Oklahoma City, 73102.

There are also a few details we will need to know regarding your travel arrangements. We specifically need to know:

ARRIVAL DATE AND TIME
DEPARTURE DATE AND TIME
DO YOU NEED HOTEL ACCOMMODATIONS?


If there is anything we can do for you during your stay in Oklahoma City, I hope you will not hesitate to ask. We will be contacting your office in the next week to obtain this information and in the meantime,

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please feel free to call Don Cogman, my Administrative Assistant, if there are any other questions we can answer.

We look forward to seeing you in Oklahoma and greatly appreciate your willingness to participate in the third annual Senator's Conference with Youth.

Yours very truly,


Dewey F. Bartlett
United States Senator
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